



United States
Office of
Personnel Management

Washington, D.C. 20415

In Reply Refer To:

Your Reference:

MEMORANDUM

July 16, 1982

TO: Directors of Personnel

FROM: James W. Morrison, Jr.
Associate Director
for Compensation

SUBJECT: Continuation of Alternative Work Schedules

This is a follow-up to my memo of June 28, 1982, on the status of the Alternative Work Schedules (AWS) program.

Senate bill S. 2240, the Federal Employees Flexible and Compressed Work Schedules Act of 1982, which passed the Senate recently, was passed unanimously in the House on July 12 and is expected to be signed into law by President Reagan within a few days.

The legislation continues present AWS programs uninterrupted for another three years, unless stated provisions for termination have been met, and also permits the establishment of new programs. The types of schedules permitted have not changed, so agencies will not have to redesign or revise successful existing programs. The only significant technical changes to PL 95-390 are:

- the credit hour carryover for employees has been increased from 10 hours to 24 hours,
- part-time employees may now work a compressed work schedule, and
- the 10-hour limit on accrual of compensatory time has been removed for both wage grade and General Schedule employees.

The new law provides a 90-day period from date of enactment during which agencies may review existing AWS programs. When an agency finds that a particular AWS program has adversely affected productivity, service to the public, or the cost of agency operation, it must terminate the program. If an AWS is terminated during this 90-day period, negotiations for a new AWS program may be initiated by either management or labor within 90 days

after the termination. Agencies that terminate AWS programs should inform OPM in writing, specifying which type of schedule(s), the number of programs to be discontinued, and the number of employees affected. These reports should be addressed to Craig Pettibone, Assistant Director, Office of Pay and Benefits Policy, Room 4351, Office of Personnel Management, 1900 E Street N.W., Washington, DC 20415.

Guidance in the form of regulations and FPM materials will be issued following the signing of the bill into law. We suggest that agencies not initiate new AWS programs until guidance has been received. Craig Pettibone, the Assistant Director for Pay and Benefits Policy, telephone (202) 632-4682, will be pleased to respond to specific questions. Questions concerning the labor-management relations aspect should be directed to the Office of Labor-Management Relations, (202) 632-6200.



United States

**Office of
Personnel Management**

Washington, D.C. 20415

In Reply Refer To:

PA + EB
9 JUL 1982

12 JUL 1982

13 JUL 1982

Your Reference:

MEMORANDUM

June 28, 1982

TO: Directors of Personnel

FROM: James W. Morrison, Jr.
Associate Director
for Compensation

SUBJECT: Continuation or Termination of Alternative Work Schedules

This is to keep you abreast of developments on the Alternative Work Schedules (AWS) issues. The extension of Public Law 95-390, which avoided termination of AWS when the experiment was scheduled to end last March, expires the first day of the second pay period beginning after July 4, 1982, unless legislative action is taken.

The Administration is supporting legislation that would extend for three more years the authorization for the use of alternative work schedules. The new legislation would permit use of alternative work schedules unless they would result in a reduction of the productivity of the agency; a diminished level of services furnished to the public by the agency; or an increase in the cost of agency operations. The legislative proposal would also provide for greater control over the decision to use or terminate alternative work schedules than provided for in the experimental program.

As the sunset of the amended Public Law 95-390 draws near, agencies must be prepared to deal with various contingencies. Under the law, all schedules authorized under Public Law 95-390 must be terminated on either July 24, 1982, or July 31, 1982, depending on which day is the last day of the agency's pay period, unless legislation authorizing continuation has been signed into law by the President by the applicable date.

Unused Credit Hours: If the AWS experiment terminates, agencies would be required by Public Law 95-390 to pay employees for any unused credit hours. To control unnecessary costs, it is important that agencies keep unused credit hour balances to an absolute minimum. Agencies should avoid, insofar as possible, employee schedules that would allow an employee to earn additional credit hours, and agencies should strongly encourage employees to use any credit hours currently to their credit.

OPM will notify agencies and provide additional guidance if new legislation authorizing the continuation of alternative work schedules is enacted prior to the termination date of Public Law 95-390, as amended. Craig Pettibone, the Assistant Director for Pay and Benefits Policy, telephone (202) 632-4682, will be pleased to respond to specific questions or to provide any other help possible during this period of uncertainty. Questions concerning the labor-management relations aspects of this issue should be directed to the Office of Labor-Management Relations, (202) 632-6200.

Approved **ROUTING AND TRANSMITTAL SLIP** Date **13 JUL 1982**
 RDP92-00455R000100050008-2

TO: (Name, office symbol, room number, building, Agency/Post)		Initials	Date
1. CIPMCH		MM	7/15
2. ACIPMCH			
3. CIPSS			
4.			
5.			

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

Do we need to alert our managers ??? NOT about this notice

But, we need to prepare memo (HN or whatever) to advise of extension. As date draws near + when decision is made I think we must call each office currently

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
Using AWS to advise them of OK.	
Be sure	Phone No.

Approved For Release 2005/08/03 : CIA-RDP92-00455R000100050008-2
 (Post/Adm) not advised. OPTIONAL FORM 41 (Rev. 7-76)

Date
7-14-82

ROUTING AND TRANSMITTAL SLIP

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. <i>CAO/PWS</i>		14 JUL 1982
2. <i>DD/PWS</i>		14 JUL 1982
3. <i>D/PWS</i>		15 AUG 1982
4.		
5. <i>DD/PAGE</i>		15 JUL 1982

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

6. *CLPPS - gwc y to* 19 JUL 1982
7. *CLPMEB* 20 JUL 1982

5 to 6+7.
 after signature, think we
 should get Ex Dir approval to
 not permanently for CIA based on
 the Act. *site* are we going
 to merge *prop*
has?

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
	Phone No.